

# **SAN JOAQUIN COUNTY CHILDREN AND FAMILIES FIRST COMMISSION**

## **————— MEETING SUMMARY —————**

Canlis Building  
24 South Hunter Street, Room 110  
Stockton CA

Wednesday, April 21, 1999 7:00 a.m.

(approved 05/19/99, as amended)

1. Meeting was called to order by County Administrator David Baker. Roll call was taken and all commission members were in attendance.
2. County Administrator Baker introduced key staff members: Rod Kawano (County Administrator's Office), Terry Dermody (County Counsel), Adrian Van Houten (Auditor–Controller).
3. Supervisor Steve Gutierrez briefly discussed the expeditious manner in which the initial commission was appointed and the subsequent revised application process. He expressed the Board of Supervisors' desire to have an open process with community input and confirmed that the Supervisors understand the goal to improve early childhood development.
4. Non–permanent commission members drew lots to determine initial terms. Results were: Flenoy–Kelley (2 years), Fujii (2 years), Grupe (4 years), Snider (4 years), Grande (4 years), Adubofour (2 years).
5. Staff recommended that the commission designate a Chairperson to facilitate meetings, coordinate/set agendas, collaborate with staff. Staff also recommended that the commission designate a Vice–Chairperson in case the Chair is unable to attend a meeting.  
  
*Motion: Designate Commissioner Gutierrez as interim Chairperson (3 months). (Grande/Snider – Motion passed unanimously)*  
  
*Motion: Designate Commissioner Mitchell as interim Vice–Chairperson (3 months). (Vera/Snider – Motion passed unanimously)*
6. Staff suggested commission discuss bylaws and designate 1 or 2 members to work with staff to develop draft bylaws for commission to consider.

*Motion: Designate Commissioners Grande, Mitchell, Flenoy–Kelley to work with staff on developing draft bylaws. (Snider/Vera – Motion passed unanimously)*

7. Staff presented an overview of Proposition 10 including funding sources and designated uses, State and local commission responsibilities, staff duties, and strategic plan elements. Discussion was held regarding rollover of funds to the next fiscal year, pending legislative changes, and estimated funding for the commission.
8. Staff provided an update on State commission meetings and announced that the next two State meetings will be held in Los Angeles (05/10/99) and San Francisco (05/27/99). Integration of services, a thoughtful planning process, requirement for measurable outcomes, and the expected decline in revenues were cited as important themes conveyed by the State commission. The State commission is currently in the process of hiring an Executive Director (appx. 2 mos.), however, an interim Director has been appointed and legal counsel has been hired.

The State commission took positions on pending legislation and will be issuing legal opinions regarding commission authority, conflict-of-interest, and number of County supervisors permitted on a local commission. County Counsel Dermody provided a briefing on the State commission's draft legal opinions, advised that the County commission is subject to open meeting laws and conflict-of-interest reporting, and discussed trustee responsibilities of commissioners. Staff concluded by discussing the timing of release of monies from the State, additional monies allocated for local commission start up costs, mechanism for reimbursement of staff costs, and possible coordination of local efforts through California State Association of Counties (CSAC).

9. Staff provided a basic overview of strategic planning concepts/processes and recommended that the commission: 1) use time and effort to thoughtfully prepare the strategic plan; 2) engage an independent, outside facilitator; 3) provide the strategic plan to the Board of Supervisors for review; 4) provide any subsequent revisions to the strategic plan to the Board of Supervisors for review; 5) designate 2 members to work with staff on developing a strategic plan process and suggestions on facilitators; and 6) bring the suggestions on facilitators and draft planning process back to the commission at a future meeting. Discussion was held regarding the need for and role of a facilitator, development of the strategic plan, and appropriate timing for soliciting community input.

*Motion: Designate 2 members to work with staff on developing a strategic plan process and bring suggestions on facilitators and a draft planning process back to the commission at a future meeting. (Snider/Grande – Motion passed unanimously)*

Commissioners Grupe and Adubofour were designated as the subcommittee with Commissioner Vera as an alternate.

10. Discussion was held regarding the concept of advisory groups. The commission determined that there would be no decisions on this topic until the strategic planning process was developed. Staff was instructed to provide commissioners with a copy of recent correspondence regarding this item.

11. Comments from the public were received:

Mindi Anderson/Delta Health Care – requested funding for no-cost smoking cessation program.

Louise Johnston/County Office of Education – urged commission to concentrate on issues affecting children 0–5 years and to focus on services to children.

12. Commissioners provided brief comments generally indicating that they are looking forward to serving on the commission.

13. The next commission meeting is scheduled for Wednesday, May 19, 1999 at 07:00 a.m. in the Canlis Building, Room 110.

14. *Meeting adjourned. (Grande/Mitchell – Motion passed unanimously)*